



State of Nevada – Department Of Personnel

CLASS SPECIFICATION

<u>TITLE</u>	<u>GRADE</u>	<u>EEO-4</u>	<u>CODE</u>
DIVISION CHIEF, COLORADO RIVER COMMISSION OPTIONS: A. WATER B. POWER	49*	A	6.902

Under administrative direction, serve as a Division Chief for the Colorado River Commission of Nevada (CRC), exercising executive control and final action over Division activities within the policies established by the Commission. The Water Division Chief plans, organizes, directs and/or performs the day-to-day activities associated with the water-related responsibilities of the CRC. The Power Division Chief plans, organizes, directs, and/or performs the day-to-day activities associated with the power-related responsibilities of the CRC.

Perform administrative and professional engineering-related work requiring the analysis and synthesis of previously unrelated, complex data and situations to develop solutions impacting the direction, goals, and objectives of the organization and involving highly sensitive and political issues affecting the organization as a whole. Discretion is required in applying general goals and policy statements and in resolving organizational service delivery problems. Incumbents must maintain updated knowledge of the constantly changing business, political, and technological environments of their respective utility industries in order to recommend or take appropriate action on behalf of the Commission. Incumbents in this class deal with executives, officials and regulatory agencies to negotiate solutions to major issues involving policy changes.

Both Options

Supervise assigned staff in either the Water or the Power Division; develop and manage project-related budgets; provides staff support to the Commission; maintain updated awareness of industry trends, technology, and business conditions in the water or power utility fields; and represent CRC in regional and national water or power utility associations, serving in a leadership capacity when beneficial to the furtherance of CRC's interests. Develop and/or perform quality control reviews of correspondence and engineering or technical studies and reports for accuracy and presentation and for conformance with engineering principles and CRC policy. Assist in planning the development of land under the authority of the Commission and oversee the preparation of technical and engineering studies for land resources.

Perform related duties as assigned.

OPTION A: Water

Administer water resources engineering functions to include directing the evaluation of proposals, programs and plans of local, State and interstate agencies in the assessment of their potential impacts on water quality, supply and scheduling of the Colorado River; promote and/or support programs to settle equitably and define the rights of the states and of the United States in the water of the Colorado River; represent the CRC at international, interstate, State and local meetings and conferences for the planning, scheduling and development of Colorado River resources to include meetings of county and city councils, commissions and boards; and act as a liaison with other Colorado River basin states, the U.S. government, and other countries to construct and maintain water projects.

*** Reflects a 2-grade, special salary adjustment authorized by the 2001 Legislature to improve recruitment and retention.**

Administer construction projects to include organizing, planning and performing as chief liaison for efforts to obtain legislation for financing and programming expenditures for consulting engineering and construction projects; supervise the preparation of contracts, formal and technical reports to include reviewing and evaluating construction contract documents, developing cost estimates, preliminary engineering designs and design criteria, and other engineering activities affecting project planning, scheduling and control; perform quality control reviews of construction contracts and contracts for consulting engineering services during their development and prior to being finalized for accuracy, completeness, presentation, and conformance with CRC policy; and act as liaison with local, State and federal agencies to promote project programs and schedules to complete the work within budget and on schedule.

Supervise the administration of water user contracts to include the preparation, negotiation and implementation activities involved in such contracts.

OPTION B: Power

Oversee the CRC's activities in the receipt, protection, distribution, and enhancement of federal hydropower accruing to the State as generated on the Colorado River, and act as the State's agent for the development of environmentally responsible electric generation and transmission facilities for the State's benefit.

Serve on Engineering and Operating Committees for various power generation and transmission projects in which the CRC has an interest; coordinate and/or conduct technical reviews and audits of these projects, including field investigations of equipment and facilities; examine federal budgets and construction plans; participate in development of equipment replacement criteria for federal hydropower projects to ensure operational integrity while maintaining rates at the lowest possible level; assist federal officials to develop long-range power generation and transmission facility plans conducive to the State goals.

Track and monitor environmental issues associated with the Colorado River, power generation and transmission; represent the State at hearings conducted by federal, state and local agencies; develop mitigation proposals to protect simultaneously the environment and the State's interests in federal hydropower; prepare environmentally sensitive power generation and transmission development proposals.

Represent CRC on technical matters in rate proceedings; develop overall rate reduction strategies; assist in the development of rates for services provided by CRC to its power customers; represent CRC in negotiating power supply and transmission contracts with regional suppliers, using unique power contract terms and applications such as joint use, off-peak purchases, and seasonal interchanges when to the State's advantage; negotiate contracts with CRC's power customers for sale of power and transmission service.

Review, develop, implement, and monitor Integrated Resource Plans for CRC and applicable power customers; participate in the development of ten-year plans for federal projects; represent the State in the development of regional transmission plans; develop and advocate proposals for regionwide adoption which further Nevada's goals of ensuring access to reliable transmission paths to low-cost resources in other states.

Prepare and submit written testimony in cases affecting CRC before the Federal Energy Regulatory Commission; represent the CRC in public processes associated with the development of rules and regulations affecting the price and/or availability of the State's allocation of federal hydropower from the Colorado River; represent CRC's power interests to local, state, and federal elected officials as assigned; assist elected officials in the development of statutes, laws, and ordinances related to federal hydropower that are beneficial to the State; prepare and implement resource marketing plans for federal hydropower generated from the Colorado River and from other power sources such as CRC's power customers.

Oversee development of conceptual plans and designs for CRC-owned facilities; review and approve construction plans and specifications; monitor construction progress; develop facility maintenance contracts and procedures; administer contracts between CRC and its power and transmission service providers and customers; assist CRC's power customers in the development of power-related facilities.

OPTIONS

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MINIMUM QUALIFICATIONS**OPTION A: WATER**

EDUCATION AND EXPERIENCE: Bachelor's degree from an accredited college or university in civil engineering or a related natural or physical science and six years of engineering-related experience managing professional services in the area of utility and water resource development, design and contract preparation; **OR** registration as a Professional Engineer in Nevada and four years of experience as described above; **OR** an equivalent combination of education and experience.

OPTION B: POWER

EDUCATION AND EXPERIENCE: Bachelor's degree in electrical or mechanical engineering or related natural or physical science from an accredited college or university, and six years of experience managing professional engineering-related services, at least three years of which was in the electric utility industry. Some experience involving federal hydropower production, transmission, and distribution is preferred; **OR** registration as a Professional Engineer in Nevada and four years of experience as described above; **OR** an equivalent combination of education and experience.

ENTRY LEVEL KNOWLEDGE, SKILLS AND ABILITIES (required at time of application):

BOTH OPTIONS

Ability to: conduct and supervise comprehensive engineering studies and reports; analyze plans, specifications and contract documents and prepare and present related detailed oral or written reports and/or recommendations; establish and maintain effective working relationships with a wide variety of staff, elected and appointed officials; prepare complex technical correspondence, reports, and contract documents; train and supervise professional and technical staff; communicate effectively with higher management and/or elected officials to convey complex water or power-related information and make recommendations for CRC's action; analyze information, problems, situations, practices or procedures to define the problem or objective, identify relevant concerns or factors, identify patterns and relationships, formulate logical and objective conclusions, recognize alternatives, determine a course of direction, and monitor and re-evaluate as necessary; prepare and administer contracts for professional, construction and maintenance services and/or cooperative agreements; negotiate, exchange ideas, information and opinions with others to formulate policies and programs and/or arrive jointly at decisions, conclusions or solutions.

OPTION A: WATER

Knowledge of: federal and State laws, compacts, contracts and/or other legal instruments relating to water development and utilization; civil engineering principles related to utility and water resource development.

OPTION B: POWER

Detailed knowledge of: the current power marketing environment; rate development methods for power supply and transmission; transmission system planning, integrated resource planning, demand-side management, power and transmission contract negotiation, and Federal Energy Regulatory Commission policies and practice; the environmental impacts of power production and transmission. **Working knowledge of:** Western Area Power Administration policies and practices and Bureau of Reclamation policies and practices related to federal hydropower issues.

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MINIMUM QUALIFICATIONS (cont'd)

FULL PERFORMANCE KNOWLEDGE, SKILLS AND ABILITIES (typically acquired on the job):

BOTH OPTIONS**Knowledge of:** CRC policy and operations.**OPTION A: WATER****Knowledge of:** the "Law of the River" which includes the Colorado River Compact, the Boulder Canyon Project Act, the 1964 U.S. Supreme Court Decree of Arizona vs. California, Minute 242, Colorado River Operating Criteria, U.S. Army Corps of Engineers Flood Control Criteria, the Southern Nevada Water Project Act, the Colorado River water delivery contract between the U.S. Department of the Interior and the State of Nevada and other acts, treaties and contracts.**OPTION B: POWER****Detailed knowledge of:** local, regional, and national influences on the availability of federal hydropower generated from the Colorado River to the State of Nevada, and other power generation and transmission resources.

This class specification is used for classification, recruitment and examination purposes. It is not to be considered a substitute for work performance standards for positions assigned to this class.

6.902

ESTABLISHED:	3/1/72
REVISED:	7/18/80
REVISED:	10/25/85-3
REVISED:	1/30/87-3
REVISED:	7/1/93P
	8/31/92PC
REVISED:	7/1/93LG
REVISED:	5/9/95UC
REVISED:	7/1/01LG